

TOWN OF FLETCHER

PRESTON BLAKELY
MAYOR

MARK E. BIBERDORF
TOWN MANAGER



COUNCIL MEMBERS:
SHEILA FRANKLIN
JIM PLAYER
TREVOR C. LANCE
KEITH REED

Town Council Agenda Review Meeting November 4, 2024 at 6:00 PM

Call the meeting to order at: 6:00 PM

Moment of Silence:

Pledge of Allegiance:

Public Comments:

"We will strive to uphold each citizen's First Amendment right to free speech. We will ensure a level of civility and decorum. We ask that all speakers be respectful and adhere to the three-minute time limit. Council is not expected to debate/discuss issues during public comment."

Approval of minutes - corrections, additions or deletions

- 1) Agenda Review Meeting October 7, 2024
- 2) Regular Meeting October 14, 2024

Council Updates

Consent Agenda

- 3) Tax refunds/releases

Discussion Items

- 4) Review and discussion of application for ETJ vacancy on the planning board for Henderson County and the Town of Fletcher.
- 5) Consideration and possible approval of Bob Davy to serve on the Henderson County Historic Resources Commission Board to represent the Town of Fletcher.
- 6) Approval of Resolution to Approve a 12 month moratorium on development within designated floodplains
- 7) Tropical Storm Helene Disaster Response Report - Mark Biberdorf, Town Manager

- 8) Update on Work with Retail Strategies - Mark Biberdorf, Town Manager
- 9) Process for potential vacancy on Council - Mark Biberdorf, Town Manager

Town Manager Report

Department Reports

10) October Reports

Adjourn

Upcoming Events

Election Day Tuesday, November 5, 2024

Regular Meeting November 12, 2024, at 6:00 pm "Tuesday"

Agenda Review Meeting December 2, 2024

Christmas Celebration Saturday, December 7, 2024 12:00-2:00 pm

Regular Meeting December 9, 2024, at 6:00 pm

"This Institution is an equal opportunity provider."

Town of Fletcher
Town Council Agenda Review Meeting
Minutes
October 7, 2024

Call the meeting to order at: 6:00 PM

Those who were in attendance are as follows:

Mayor Preston Blakely
Mayor Pro-Tem Sheila Franklin
Councilmember Jim Player
Councilmember Trevor Lance
Councilmember Keith Reed
Planning & Zoning Director Eric Rufa

Moment of Silence:

Mayor Blakely asked for a moment of silence to recognize the individuals and the families deeply affected by Hurricane Helene.

Pledge of Allegiance:

Public Comments:

Amy Mihalchik and Jose Campos of Servpro-NY introduced themselves and said that they are from Servpro and are available to help residents with clean-up and debris removal.

Approval of minutes - corrections, additions or deletions

Agenda Review Meeting September 3, 2024

Regular Meeting September 9, 2024

No comments were made at this time.

Council Updates

No comments were made at this time.

Consent Agenda

None at this time.

Discussion Items

Council Updates

No comments were made at this time.

Consent Agenda

Approval of Resolution R-24-02 waiver of permit fees for properties affected by Hurricane Helene

Approval of Resolution R-24-03 to temporarily lift restrictions on RV/Camper Occupancy.

Mayor Blakely asked for any comments, questions or concerns on these resolutions and, if not, do I have a motion to approve the consent agenda?

Mayor Pro-Tem Sheila Franklin motioned to approve the consent agenda, and it was seconded by Councilmember Jim Player.

Motion all in favor.

Town Manager Mark Biberdorf stated that the General Assembly is taking action to waive permitting fees for repairs related to Hurricane Helene.

Discussion Items

Discussion of Legislative Priorities List for 2024-2025 - Mark Biberdorf, Town Manager

Mayor Blakely stated that we went over this last week and everyone is comfortable with what we have on this list. Do we need to take action on this.

Town Manager Mark Biberdorf stated that yeah you do.

Mayor Blakely asked for a motion to approve the Legislative Priorities list for 2024-2025.

Councilmember Jim Player motioned to approve the Legislative Priorities list and it was seconded by Councilmember Keith Reed.

Motion all in favor.

Councilmember Keith Reed asked about the fishing pier in the park for the handicapped being on the list.

Town Manager Mark Biberdorf stated that it is not on there but once we have a cost, it can be added to the list.

Discussion Followed:

Report on Tropical Storm Helene Response Efforts - Mark Biberdorf, Town Manager

Town Manager Mark Biberdorf went over the most recent updates concerning Hurricane Helene for the county and town.

Discussion Followed:

Town Manager Report

LGCCA is canceled for this month as I mentioned last week.

On rescheduling the community, shred event with First Citizens Bank. We are trying to do this. I believe on November 22, but there was a little confusion about the date, and I am waiting for a call back from Mitizi Reed to confirm this. We need to check with the police department to see if they are available on that date for a pill drop as well. Once this date is confirmed, I will let you know.

Department Reports

September Reports

Adjourn

Mayor Blakely asked for a motion to adjourn.

Councilmember Jim Player motioned to adjourn, and it was seconded by Mayor Pro-Tem Sheila Franklin.

Motion all in favor.

Adjourned: 6:47 pm

Upcoming Events

LGCCA October 15, 2024, at 3:00 pm (Flat Rock hosting) CANCELLED

Halloween Event October 26, 2024 12:00 to 2:00 pm

Fall Food Pantry from October 28, 2024, to November 23, 2024 CANCELLED

Veterans Salute Breakfast November 2, 2024, at 9:00 am

Agenda Review Meeting November 4, 2024, at 6:00 pm "Multipurpose Room"

Regular Meeting November 12, 2024, at 6:00 pm "Tuesday"

Approved.

Date

Signed

Town of Fletcher
Town Council Meeting
Minutes
October 14, 2024

Call the meeting to order at: 6:00 PM

Those who were in attendance are as follows:

Mayor Preston Blakely
Mayor Pro-Tem Sheila Franklin
Councilmember Keith Reed
Councilmember Jim Player
Town Manager Mark Biberdorf

Councilmember Trevor Lance did not attend this meeting.

Moment of Silence:

Mayor Blakely led the group in a moment of silence and asked for prayers for the families affected by hurricane Helene.

Pledge of Allegiance:

Mayor Blakely led the group in the Pledge of Allegiance.

Public Comments:

No comments were made at this time.

Approval of minutes - corrections, additions or deletions

Agenda Review Meeting September 3, 2024

Regular Meeting September 9, 2024

Mayor Blakely asked for any comments or questions on the minutes and, if none, can I have a motion to approve the minutes as presented.

Councilmember Keith Reed motioned to approve the minutes, and it was seconded by Mayor Pro-Tem Sheila Franklin.

Motion all in favor.

Discussion on Several Planning & Zoning related Post-Helene Items

- a. Consideration of temporary lifting of restrictions on occupancy of Campers/RVs**
- b . Proposal to waive zoning and floodplain development permit fees for repairs/rebuilding**
- c. Determine interest in potential moratorium on new development in designated floodplains**

Planning & Zoning Director Eric Rufa gave an update on some Land Development Code/Ordinance items that may need to be temporarily lifted due to Hurricane Helene.

Campers/RV's : He suggests temporarily lifting the restriction (occupancy time frame) on Campers/RV's with an option of an extension by either 6 or 12 months so that those displaced by the storm can stay in a Camper/RV for an extended period of time.

Council agrees to a 12-month period and a resolution will be brought before council next week for approval.

Waiver of permit fees: He suggests waiver of zoning and floodplain permit fees for those who are trying to repair/rebuild from the storm.

Council agrees to this and a resolution will be brought before council next week for approval.

Moratorium on new development in flood plain: It has been proposed to place a moratorium on any new development in the flood plain areas in light as to what has happened with the recent storm. This would particularly apply to multifamily developments and schools. If the council is interested in this, he will come back with something for them to review in November as it will take some time to research this.

Council agrees to consider/review this.

Discussion on Legislative Priorities List for 2024-2025-Mark Biberdorf, Town Manager.

Town Manager Mark Biberdorf went over the most recently recommended priorities list and has asked council to take action on this next week.

Discussion Followed:

Report on Tropical Storm Helene Response Efforts - Mark Biberdorf.

Town Manager Mark Biberdorf went over the information in his memo concerning the recent storm.

Discussion Followed:

Town Manager Report

LGCCA is canceled for this month with everything we are doing with storm response.

The shred event that is scheduled with First Citizens Bank on October 18, I need to see if that is still on and I will let you know.

Department Reports

September Reports

Adjourn

Mayor Blakely asked for a motion to adjourn

Councilmember Jim Player motioned to adjourn, and it was seconded by Councilmember Keith Reed.

Motion all in favor.

Adjourned: 7:19 pm

Upcoming Events

Regular Meeting October 14, 2024, at 6:00 pm

LGCCA October 15, 2024, at 3:00 pm (Flat Rock hosting)

Halloween Event October 26, 2024 12:00 to 2:00 pm

Fall Food Pantry from October 28, 2024, to November 23, 2024

Veterans Salute Breakfast November 2, 2024, at 9:00 am

Agenda Review Meeting November 4, 2024, at 6:00 pm "Multipurpose Room"

Regular Meeting November 12, 2024, at 6:00 pm "Tuesday"

Approved.

Date

Signed

Nov-2024

Releases /Refunds

Release Year	Release#	Name	Reason	Amount	Real Value	Personal Value
2024	8	WRECK AMENDED AUTO	BUSINESS CLOSED BEFORE JANUARY 1 2024	\$	46.21	

Total to be released/refunded for November

\$ 46.21

MEMORANDUM

TO:

FROM:

COPY TO:

DATE:



SUBJECT: Review and discussion of application for ETJ vacancy on the planning board for Henderson County and the Town of Fletcher.

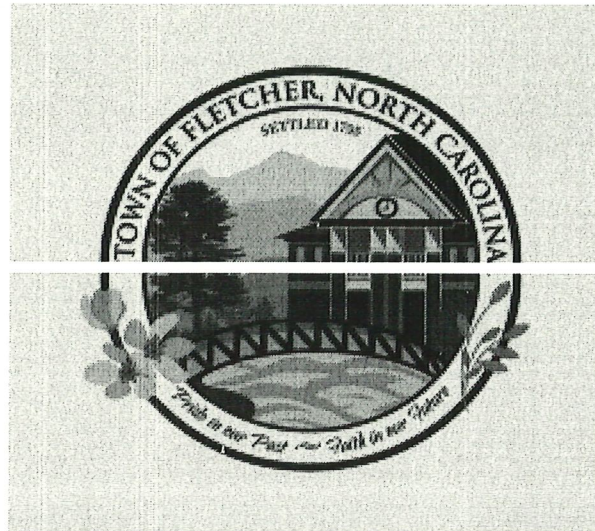
Background:

Recommendation:

Attachments:

1. ETJ application

RECEIVED
9-5-24



Application for Appointed Boards/Commissions/Committees Fletcher Town Council

The Town of Fletcher Town Council believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the Town's various boards. If you wish to be considered for an appointment to a board, please complete the information below and return it to the Town Clerk at 300 Old Cane Creek Road, NC 28732. For more information you may contact Town Hall at (828) 687-3985.

Name: James Edwin Martin

Home Address: 275 Newberry Dr

My residence is located with the Town of Fletcher city limits: Yes (ETJ)

How long have you lived in Fletcher: 7 years

E-mail Address: gallimimid@gmail.com

Home Phone: 828.398.9611

Work Phone: Same

Occupation: Product Manager

Years in Position: 12

It is the Town Council's goal to maintain a balance of membership on its Boards/Commissions or Committees based on race, gender and voting district residency.

Voting District: Hoopers Creek

Gender: Male

Race: White

Have you been convicted on any formal charge of professional misconduct, criminal misdemeanor or a felony in any jurisdiction?

No

Board(s) / Committee(s) Interested In: (Please list in order of preference)

1. Planning Board & Zoning Board of Adjustment Board Opening- ETJ

2. _____

3. _____

What do you feel are your qualifications for serving on the board requested?

As a product manager at Eaton, I have extensive experience in project management, strategic planning, and regulatory compliance. My professional background equips me with the skills necessary to understand zoning regulations and land development processes.

In addition to my corporate experience, I have personally built my own home as an owner-builder and managed multiple major remodels. This hands-on experience gives me a practical understanding of building codes, zoning laws, and the challenges of construction projects.

I am committed to contributing to the growth and development of Fletcher by applying my expertise to the Planning Board & Zoning Board of Adjustment.

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to the background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any

damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from Board/Commission/Committee. I understand regular attendance to any Board/Commission/Committee meeting is important and accordingly, I further understand that if my attendance is less than the standards established for any body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior in any consideration for re-appointment (or future appointment) to any Board/Commission/Committee.

Signature: *James Edwin Martin*

Date: 9/3/2024

..... Office Use Only:

Date Received: 9-5-24

Date Forwarded to Council: 11-4-24

MEMORANDUM

TO: Fletcher Town Council
FROM: Christine Thompson, Town Clerk
COPY TO: Town Manager Mark Biberdorf
DATE: 10/28/2024
SUBJECT: Consideration and possible approval of Bob Davy to serve on the Henderson County Historic Resources Commission Board to represent the Town of Fletcher.



Background:

Attached is an application from former councilmember Bob Davy to serve on the Henderson County Historic Resources Board for the town. This currently would be to fill the remaining term that would expire on June 30, 2025.

Recommendation:

Attachments:

1. Historic Board application Bob Davy

RECEIVED
10-23-24



Application for Appointed Boards/Commissions/Committees Fletcher Town Council

The Town of Fletcher Town Council believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the Town's various boards. If you wish to be considered for an appointment to a board, please complete the information below and return it to the Town Clerk at 300 Old Cane Creek Road, NC 28732. For more information you may contact Town Hall at (828) 687-3985.

Name: ROBERT DAVY

Home Address: 6 OAK LEAF DR

My residence is located with the Town of Fletcher city limits: ☒ Yes ☐ No (circle one)

How long have you lived in Fletcher: 43 YRS

E-mail Address: bdnole78@gmail.com

Home Phone: 828 687-0313 ^{Cell} Work Phone: 828 329-8112

Occupation: RETIRED Years in Position: _____

It is the Town Council's goal to maintain a balance of membership on its Boards/Commissions or Committees based on race, gender and voting district residency.

Voting District 3 Male ☒ Female _____
Race: White ☒ Black _____ Hispanic _____ Native American _____
Other _____

Have you been convicted on any formal charge of professional misconduct, criminal misdemeanor or a felony in any jurisdiction?

Yes _____ No ✓ If yes please explain disposition.

Board(s) / Committee(s) Interested In: (Please list in order of preference)

1. HISTORIC RESOURCES COMMISSION (COUNTY)

2. _____

3. _____

What do you feel are your qualifications for serving on the board requested?

- CHAIRMAN FLETCHER ARTS & HERITAGE ASSOCIATION
- HAVE COLLECTED MANY HISTORIC PICTURES OF FLETCHER
- VERY INTERESTED IN LOCAL HISTORY AND WAYS
TO PASS THIS INFO ON TO THE GENERAL PUBLIC
- SERVED 19 YEARS ON FLETCHER TOWN COUNCIL

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to the background checks and to the investigation and verification of all statements contained herein as deemed appropriate. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from Board/Commission/Committee. I understand regular attendance to any Board/Commission/Committee meeting is important and accordingly, I further understand that if my attendance is less than the standards established for any body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any

Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior in any consideration for re-appointment (or future appointment) to any Board/Commission/Committee.

Signature: Robert Dany Date: 10/18/24

Office Use Only:

Date Received: 10-23-24

Date Forwarded to Council: 11-4-24

Taxes Paid: ~~11555.00~~
760579 8/28/24
=

MEMORANDUM

TO:

FROM: Eric Rufa, Planning & Zon Dir

COPY TO:

DATE:

SUBJECT: Approval of Resolution to Approve a 12 month moratorium on development within designated floodplains



Background:

Recommendation:

Attachments:

1. R-24-04 Flood plain moratorium

R-24-04

***Resolution of the Fletcher Town Council to Set a
12 Month Moratorium on New Development Within
FEMA Designated Floodplains***

WHEREAS, The Town of Fletcher has determined a need to evaluate current regulations and determine higher standards for development within FEMA designated floodplains in the wake of Hurricane Helene; and,

WHEREAS, the Town of Fletcher staff and consulting engineer will be involved in permitting and inspections related to repairs and rebuilding of existing structures within floodplain for some months to come.

NOW, THEREFORE BE IT RESOLVED that the Fletcher Town Council hereby establishes a 12-month moratorium for any new proposed development within officially designated floodplains subject to the regulations of Appendix 1 of the Fletcher Land Development Code (Floodplain Damage Prevention Ordinance). The moratorium shall not apply to developments with prior permits or approvals from the Town of Fletcher or to proposals for additions to, or accessory dwellings, at existing single-family properties. This moratorium shall be set to terminate on November 12, 2025, or upon approval of amendments to the Land Development Code related to floodplain development, whichever comes first.

Approved, this the 12th day of November 2024

Mayor Preston Blakely

ATTEST:

*Christine Thompson, MMC NCCMC
Town Clerk*

MEMORANDUM

TO:

FROM:

COPY TO:

DATE:

SUBJECT: Tropical Storm Helene Disaster Response Report - Mark Biberdorf, Town Manager



Background:

Recommendation:

Attachments:

1. Tropical Storm Helene Disaster Response Report. October 30, 2024

MEMORANDUM

TO: Mayor and Town Council

FROM: Mark E. Biberdorf, Town Manager 

DATE: October 30, 2024

SUBJECT: Tropical Storm Helene Disaster Response Report

It has been one month since Tropical Storm Helene battered western North Carolina. The Town of Fletcher as a community sustained significant damage but not at the catastrophic levels that some other areas experienced. This is not to minimize the damage sustained to homes and businesses here. They are however cleaning up and trying to determine the best path forward for repairing or reconstructing their properties. The most pressing question from the public right now has been debris removal.

Debris Removal

The Town of Fletcher and other municipalities in Henderson County have been working with Henderson County officials to begin a countywide effort to remove debris associated with the storm. The County has identified Southern Disaster Recovery (SDR) as its contractor to undertake this process. Information has been shared on the County's and Town's website about placing debris curbside for the contractor to pick up. Instructions have also been given for separating debris into different piles, based on what it is, so that the contractor can safely and properly dispose of it.

As of this report, the contractor has started work in the Southchase subdivision of Fletcher. They will work through that community and then on to other parts of town. I have indicated to them that Fanning Bridge Road and the streets off of Fanning Bridge are a priority due to debris encroaching into the right-of-way. The Cane Creek Industrial Park area has also been mentioned as a priority due to the large amounts of commercial debris from the Fletcher Business Park building.

Debris removal is going to take up to a year to complete in Henderson County. They have started and are making progress but they are also preaching patience. County officials have also indicated that the contractor will make multiples passes to pick up all debris.

Assistance from FEMA for the General Public

FEMA has set up a disaster recovery center (DRC) in the Blue Ridge Commons shopping center located at 2111 Asheville Highway in Henderson County. A DRC is a one-stop shop where survivors can meet face-to-face with FEMA representatives, apply for FEMA

assistance, receive referrals to local assistance in their area, apply with the U.S. Small Business Administration (SBA) for low-interest disaster loans and much more.

FEMA financial assistance may include money for basic home repairs, personal property losses or other uninsured, disaster-related needs, such as childcare, transportation, medical needs, funeral or dental expenses.

FEMA is also assisting with temporary housing needs for those who have been displaced. They are doing this by issuing vouchers that can be used at certain hotels. They are also working with the County to identify a location to bring in mobile homes and RVs that will provide extended housing assistance while people make plans to either rebuild or relocate to other homes.

FEMA Assistance for Damage to Public Facilities

Damage to public facilities of the Town was mostly contained to Bill Moore Community Park. Staff has been working to clean up and clear debris from the main portion of the park in order to open it back up to the public for limited recreational use. The Town's insurance provider has been out to see the damage and will provide a report on what will be covered. Expenses for repairs that are not covered by insurance will be submitted to FEMA for reimbursement.

Damage was also sustained to some Public Works equipment. The oldest of the Town's three garbage trucks was totaled. A chipper and mower were also totaled due to flood damage. Insurance is helping to cover these losses.

If you should have any questions on this item prior to the meeting, please let me know.

MEB/meb

MEMORANDUM

TO:

FROM:

COPY TO:

DATE:

SUBJECT: Update on Work with Retail Strategies - Mark Biberdorf, Town Manager



Background:

Recommendation:

Attachments:

1. Update on Work with Retail Strategies. October 30. 2024
2. Retail Marketing Flyer for Fletcher. Retail Strategies

MEMORANDUM

TO: Mayor and Town Council

FROM: Mark E. Biberdorf, Town Manager *MEB*

COPY TO: Heather Taylor, Assistant Town Manager
Eric Rufa, Planning & Zoning Director

DATE: October 30, 2024

SUBJECT: Update on Work with Retail Strategies

Retail Strategies has now moved into the phase of marketing our Town and the Town Center area to potential retailers. They will be doing this through recruitment at conferences and sharing the retail trade area analysis for Fletcher with potential retailers. Staff will also be sharing local developer contacts for them to reach out to in our area.

I have attached for Council's information a two-page marketing document that Retail Strategies has created. It provides demographics on income and population densities within a certain radius of the Town.

If you should have any questions on this item prior to the meeting, please let me know.

MEB/meb

Attachment



City Contact Information

Mark Biberdorf
Town Manager
m.biberdorf@fletchernc.org

Eric Rufa
Planning and Zoning Director
e.rufa@fletchernc.org

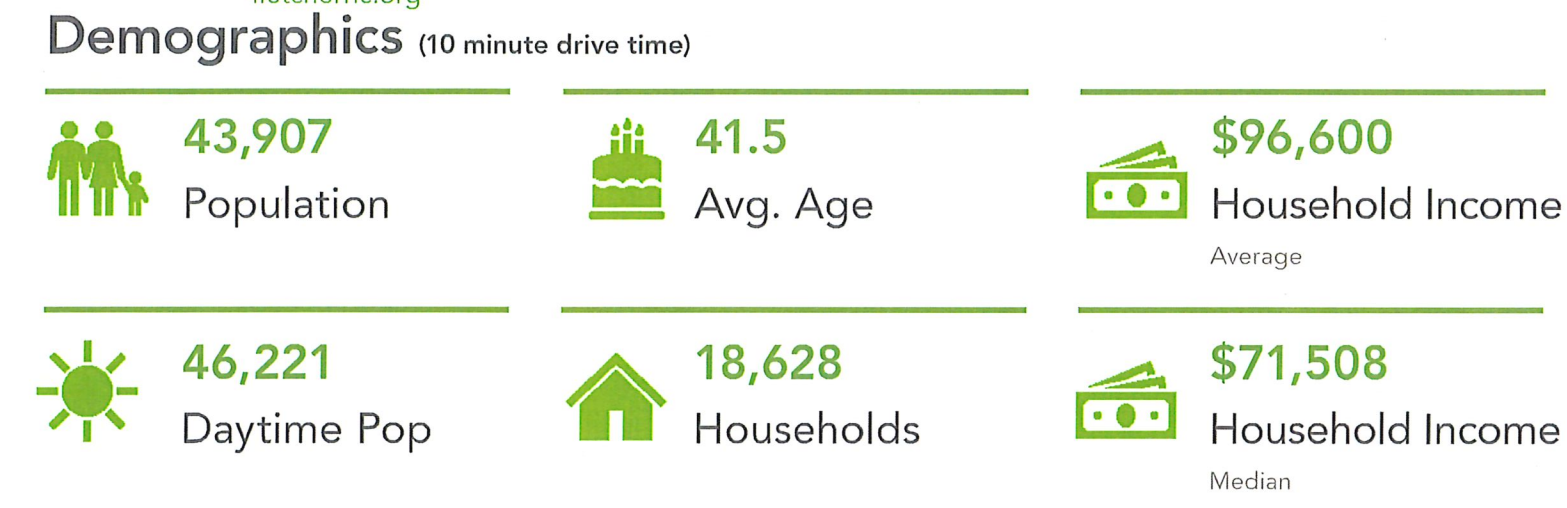
Heather Taylor
Assistant Town Manager - Finance Officer
h.taylor@fletchernc.org
fletchernc.org



Joshua Davis
Portfolio Director
jdavis@retailstrategies.com
205.475.8476



Zach Price
Retail Development Associate
zprice@retailstrategies.com
951.285.1326

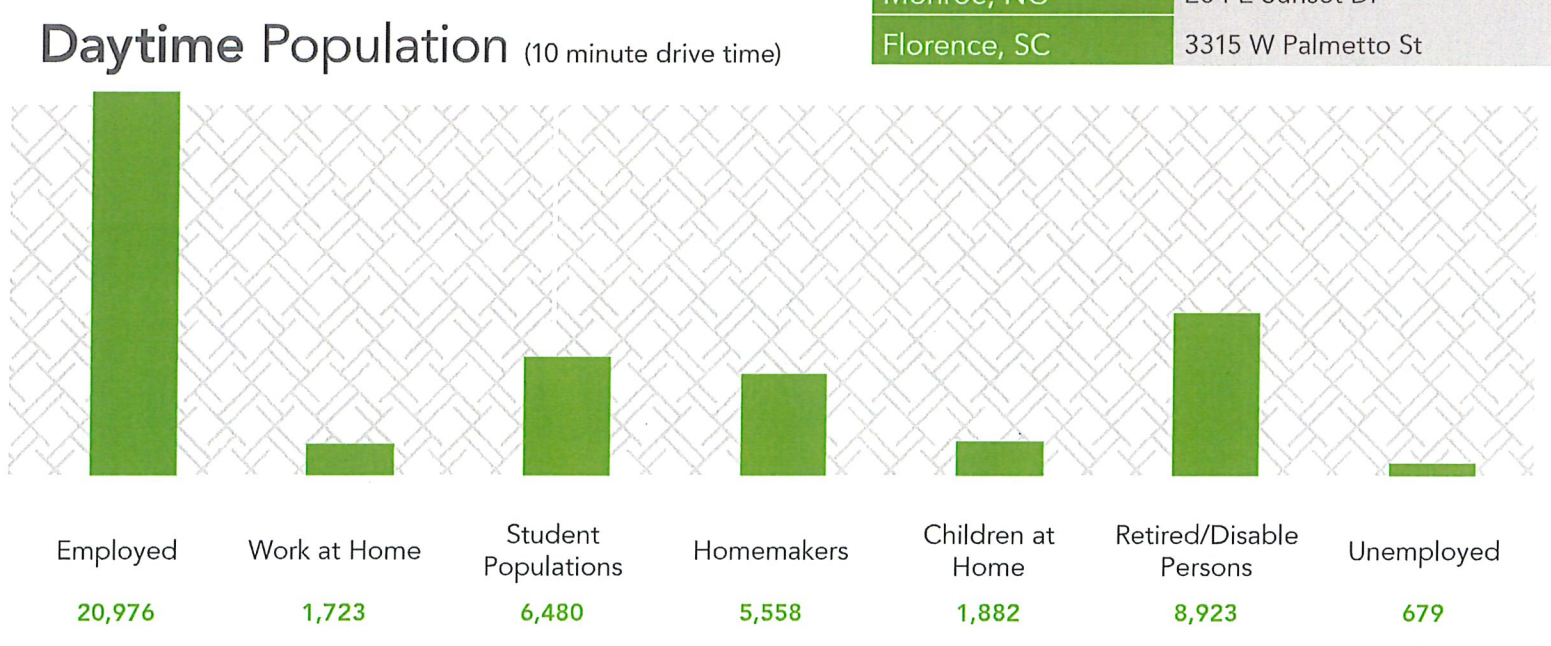


Peer Analysis

The Peer Analysis, developed by Retail Strategies and Tetrad, identifies retail areas with similar demographics and retail characteristics. It uses data from a 5 or 10 minute drive time from major comparable retail corridors across the country.

Peer Trade Areas

Newnan, GA	575 Pine Rd
Douglasville, GA	6040 Central Church Rd
Canton, GA	1750 Marietta Hwy Ste 170
McDonough, GA	62 Old Jackson Rd
Greer, SC	805 W Wade Hampton Blvd
Lexington, SC	1524 N Lake Dr
Monroe, NC	204 E Sunset Dr
Florence, SC	3315 W Palmetto St



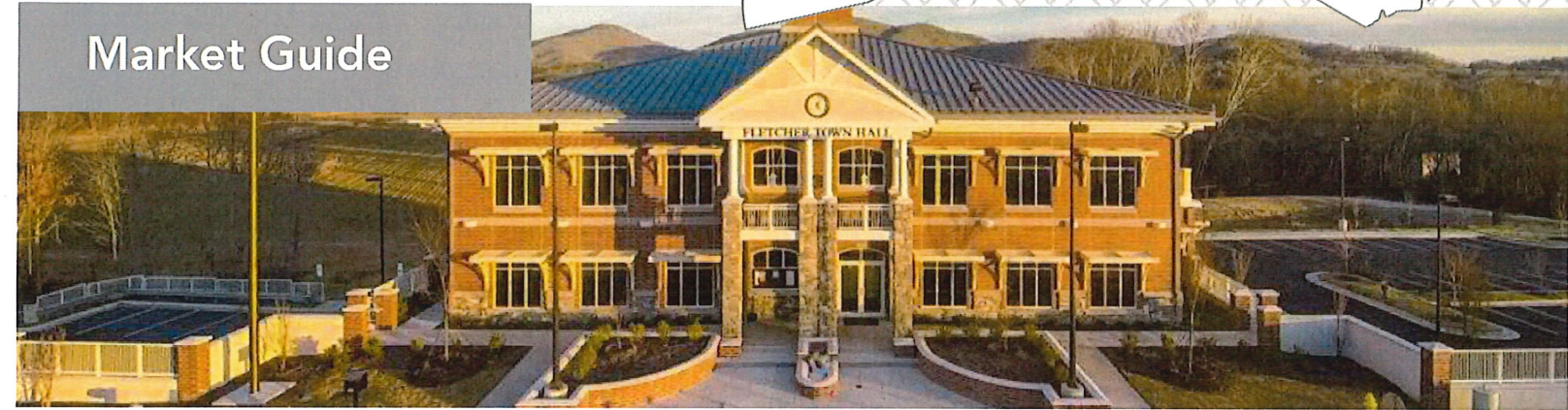


Fletcher, North Carolina



Raleigh

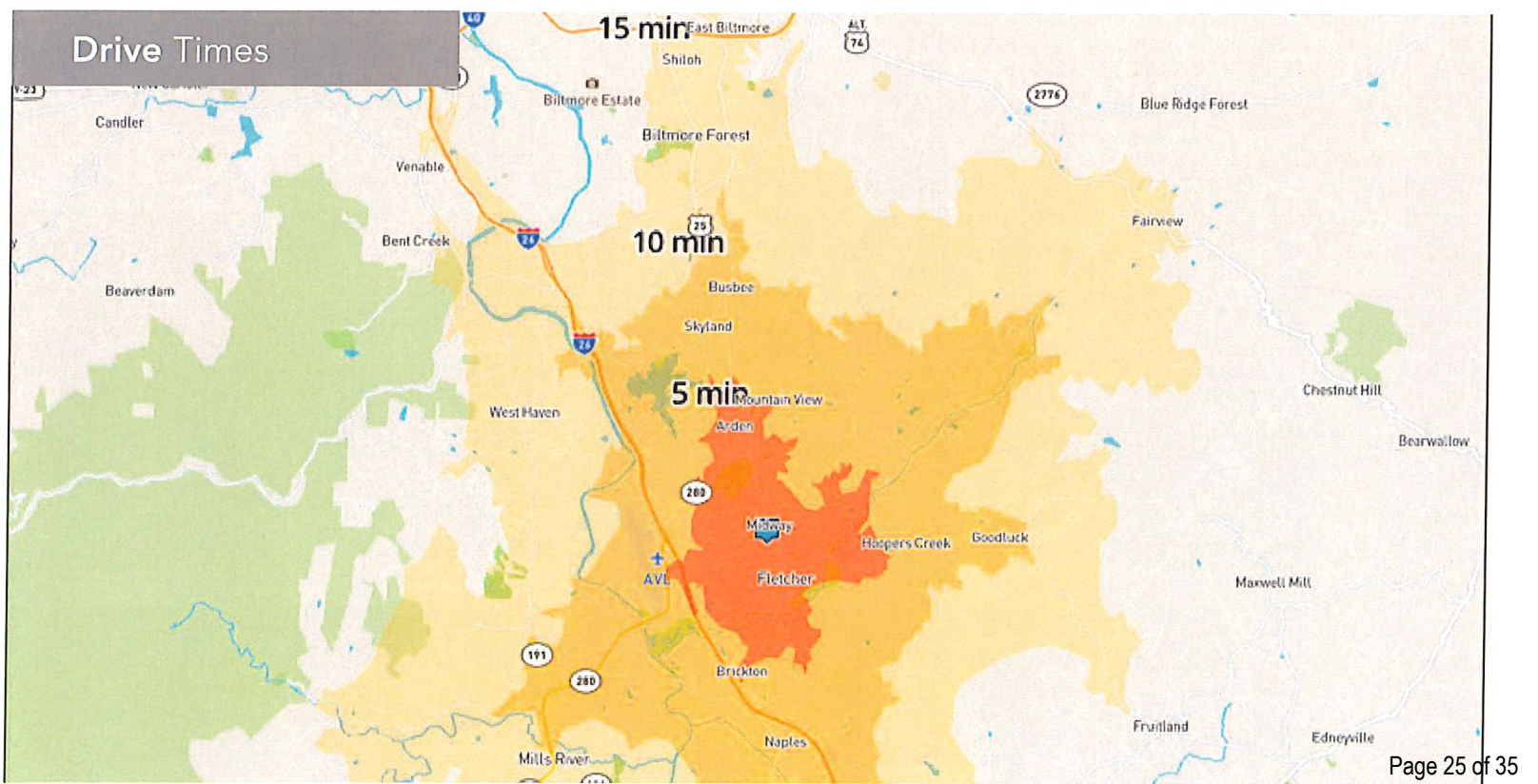
Charlotte



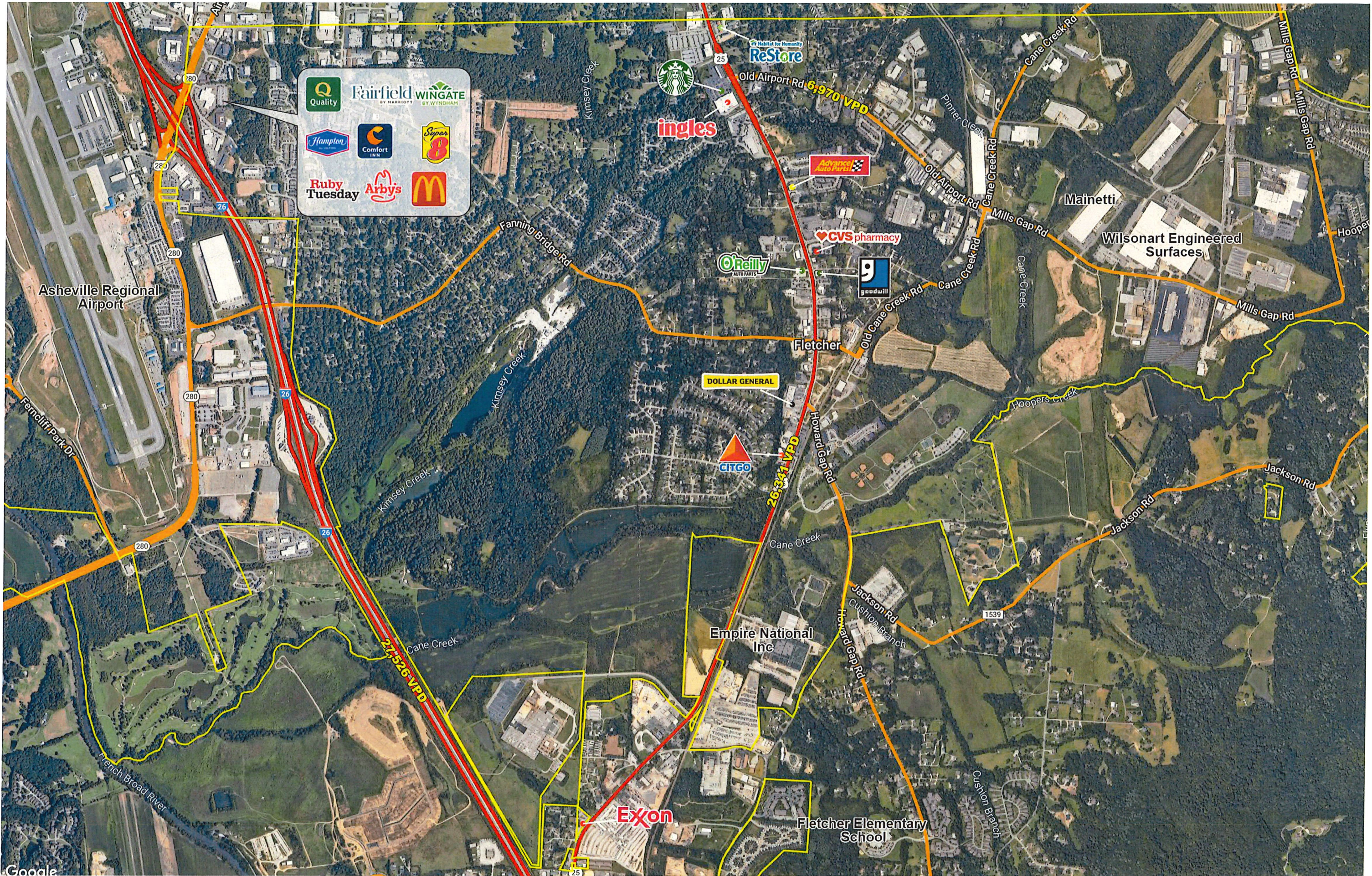
Market Guide

Trade Area Demographics

Distance	3 Miles	5 Miles	10 Miles	5 Minutes	10 Minutes	15 Minutes
2023 Est. Pop	27,402	60,788	165,136	9,422	43,907	90,248
Daytime Pop	26,482	59,968	172,171	13,356	46,221	89,636
Median HH Income	\$69,145	\$73,436	\$67,0454	\$67,328	\$71,508	\$70,706
Households	11,177	25,913	70,796	4,006	18,628	38,380



Fletcher, North Carolina



MEMORANDUM

TO:

FROM:

COPY TO:

DATE:

SUBJECT: Process for potential vacancy on Council - Mark Biberdorf, Town Manager



Background:

Recommendation:

Attachments:

1. Memo. Process for Potential Vacancy on Council
2. Draft Public Notice for Pending Vacancy on Council.
3. Application for Appointment to Fletcher Town Council

MEMORANDUM

TO: Mayor and Town Council

FROM: Mark E. Biberdorf, Town Manager 

COPY TO: Heather Taylor, Assistant Town Manager

DATE: October 31, 2024

SUBJECT: Process for Potential Vacancy on Council

Due to the upcoming election and Councilwoman Sheila Franklin's candidacy for the Henderson County Board of Commissioners, there is the possibility that there will be a vacancy for the District 1 seat on Town Council. In the event that this occurs, I have attached a public notice process to receive applications should Council want to proceed in that fashion. I have also attached a copy of the application for your review.

If you should have any questions on this item prior to the meeting, please let me know.

MEB/meb

Attachments

Public Notice

The Town of Fletcher is now accepting applications for an upcoming vacancy on Town Council. District 1 which comprises the eastern portion of Fletcher will be vacant due to current Councilwoman Sheila Franklin's recent election to the Henderson County Board of Commissioners. Councilwoman Franklin will remain on Council through November 30, 2024.

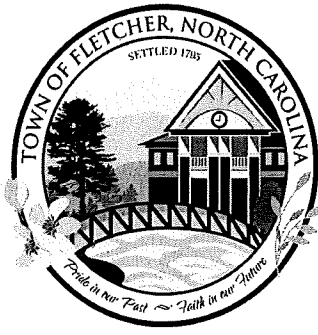
The Fletcher Town Council has established a process by which they will appoint a Councilmember for District 1. The process will include submission of an application, a review period by Council, and an appointment of the new Councilmember at a regular Council meeting.

The timeline for the selection process will be as follows:

Applications Received at Town Hall	November 13 – November 28
Applications Reviewed by Town Council	November 29 – December 6
Appointment at Regular Council Meeting	December 9th at 6:00 p.m.

Applications will be accepted up until 5:00 p.m. on Thursday, November 28, 2024. Applications should be addressed to Christine Thompson, Town Clerk, at 300 Old Cane Creek Road, Fletcher 28732. The application will also be available on the Town's website at www.fletchernc.org.

Any questions regarding this process should be directed to the Town Manager's Office at 687-3985.



Application for Appointment to Fletcher Town Council

Name: _____

Address: _____

Phone Number: Home/Cell _____ Work: _____

Employer: _____ Occupation: _____

Years in Position: _____ Job Title: _____

E-Mail Address: _____

Do you reside in the town limits of Fletcher? Yes _____ No _____

Length of Residency _____

Are you a registered voter in Henderson County? Yes _____ No _____

Which Fletcher Council District do you reside in? _____

Why do you want to serve on the Town Council? _____

What do you think that you would be an asset to this council? _____

Comments: _____

Affirmation of Eligibility

Have any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any jurisdiction? Yes_____ No_____ If yes, please explain disposition: _____

Are there any conflict of interest or other matter(s) that would create problems or prevent you from fairly and impartially discharging your duties as a member of the Town Council? Yes_____ No_____ if yes, please explain _____

Are you currently serving on any other Board/Commission/Committee?

No _____ Yes _____

Local Government _____

Board/Commission/Committee _____

Date Appointed _____ Term Expiration _____

Do you have any prior experience with a Local Government Agency?

Yes_____ No_____ If yes, please explain _____

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge.

I understand that regular attendance at Council meetings is essential to conscientious representation of the residents of the District and the Town of Fletcher, and that should I be appointed to Council, I will be responsible for representing the best interest of the residents of my District as well as all the residents of the Town of Fletcher.

I understand that should I be appointed to Council, full disclosure of conflicts of interest and potential financial gain from any matter brought before Council must take place prior to any discussion or vote, and that when deemed appropriate, I must rescues myself from discussion and action taken by Council.

Signature: _____ Date _____

Return completed form to:

Town of Fletcher

Attn: Town Clerk

300 Old Cane Creek Road

Fletcher, NC 28732

Phone: 687-3985 Fax: 687-7133

Administration Monthly Report

Heather Taylor, Assistant Town Manager

October 2024

Assistant Town Manager:

- **Hurricane Helene:**
 - FEMA
 - Applied for Public Assistance and an exploratory meeting has been scheduled for early November with our assigned FEMA person.
 - Created spreadsheets to track various costs (labor, equipment, etc.) for various projects in the park as part of the FEMA reimbursement process.
 - Listened to a few webinars to learn more about the FEMA Public Assistance program.
- **Website/Facebook:**
 - Continuing to work on updating the Town's website with current Town information especially in light of Hurricane Helene updates. Also trying to post to the Town's Facebook account a couple times a week.

Finance:

- **Taxes for 2024-** During October we have collected over 18.7% of the levy as of 10/30. This amount will increase as we continue through the fall and early winter months.
- **Business Registration Revenue-** Susan continues to work on collecting outstanding business registrations.
- **FY 23/24 Audit-** Auditors were here on October 15 to finish the audit after being rescheduled due to Hurricane Helene. Carol Avery, Manager with Lowdermilk Church & Co (auditors) will be here at a later Council meeting to report on the audit of FY 23/24.
- **FY 23/24 Financial Statements** - Heather wrapped up the financial statement process as well as completed the Annual Financial Report Form (AFIR) for the State Treasurer as well. The financial statements will be sent to the LGC shortly for their approval.

Human Resource:

- **Employment-**
 - Police Officer Vacancies- two interviews were held in October for our vacancies
 - Parks and Recreation Director- accepted Greg's retirement notice effective 12/15/24 and working with Mark on the next steps to fill this vacancy.
- **Wellness-**
 - Employee Gym- Over 42 hours were spent in the employee wellness gym as of 10/31.
 - Flu Shots and Blood Pressure Checks- the flu shot clinic and blood pressure screening was held on 10/23 and we had over 9 employees participate.

October 31st, 2024

To: Town Council

Re: Bill Moore Community Park – Hurricane Damage cost estimates

Fr: Greg Walker, Director of Fletcher Parks & Recreation

Below are current replacement costs secured for venues in the Park:

Dog Park – Fencing \$6,250 source Asheville Fence

Multi-courts- Fencing \$55,000 source Asheville Fence

5 baseball /softball fields -fencing \$495,000 source Asheville Fence

(4 small fields at \$90,000 each, 1 large field at \$135,000)

Front Entrance fence- \$14,0000 source Asheville Fence

Ballfield renovations- remove silt, remove lips, add clay & turface to all 5 fields

Each field will need 100 ton of infield clay added, then rolled and conditioned

\$83,700.00 source EA Sports Fields, INC.

Safety Netting on each baseball/softball field \$ 4,293.00 source Burnett Athletics

Pickleball courts- 4 resurfaced, patched and fence replaced -\$48,000.00

source Whalen Tennis Company

Cane Creek greenway trail (upper section) stream bank restoration \$150,000.00

source McGill Engineers

Large bridge on the greenway – estimate not availble, area still under debris

Concession stand – estimate not complete (electricity and plumbing issues)

Trash cans- 40 new ones are needed- cost is \$27,11.42 source BSN Sports

**Public Works Department
Monthly Report
October 2024**

Brush Pick Up

At this time, Public Works has suspended brush collection in lieu of Henderson County has contracted storm debris removal from Hurricane Helene.

Vehicles

We are still performing maintenance on Town vehicles; however, a total is not available at this time.

Public Works lost two pieces of equipment from the flood. Our oldest garbage truck (2002 Condor) was under over 6' of water. Our 2014 chipper was completely covered in water. Both pieces of equipment were parked in the truck shed. All other pieces of equipment were removed before they were flooded.

Sanitation

Here is a comparison for consideration.

In the first two weeks of October 2023, Public Works collected 77 tons of garbage at a cost of \$4,318.92.

In the first two weeks of October 2024, Public Works collected 158.86 tons of garbage at a cost of \$10,008.18.

The increase is from Hurricane Helene is from household waste. No flood items were collected.

Bill Moore Community Park

Public Works is currently working at Bill Moore Community Park, in hopes of getting the Park open soon. We have removed all the storm debris, rebuilt trails and hauled gravel for a base for the trails.

We are currently removing the damaged fences at the ball fields and will then move to the multi-purpose courts.

Public Works is working on the removal of the massive log jam at the bridge. The upper trail is closed at this time, as we are focusing our attention on the main area of the Park.

Public Works will repair a small washout along the stream bank across from the concession stand.

Public Works will continue to work on the cleanup of the Park for several more months.

Monthly Update— October, 2024

Planning & Zoning

Planning Board/ZBA – The board did not meet in October. The next meeting will be Nov. 19. Staff will update the Board on recent post-Helene items and discuss some minor amendments to the LDC.

- Continued day to day issuance of permits, fielded inquiries about potential new developments, and responded to miscellaneous complaints (various complaints involving zoning, solid waste, and/or junked vehicles.
- Continued work on implementation of various minimum measures related to the Town's MS4 Stormwater Permit. Continued discussions and work with Mary Roderick from LOS and Chris Brown from McGill on various aspects of the program.
- Have been working with McGill Associates as they work on the "substantial damage assessment" process post Helene. Structures damaged beyond 50% are required to be rebuilt in compliance with current floodplain regulations in the LDC. We anticipate having the first official determinations later this week, but early indications suggest that fortunately, there will not be a lot of structures damaged beyond the 50% threshold. Most likely the ones that do meet that threshold will be some mobile homes. I am fielding many inquiries from various residents/businesses etc. about repairs. In most cases, where they are simply repairing what was there previously, I am not requiring any zoning review and referring them to Henderson County for building permits.
- Working on Continuing Ed credits for CFM (Certified Floodplain Manager) certification. I am having to do this via online virtual classes as the NCAFPM conference scheduled in October was canceled.
- Participated in meeting with County Planning staff regarding a potential buyout program they are trying to put together for submittal to FEMA/State. Basically they are working to identify areas post Helene (primarily in floodplains) where property owners would potentially have the option to be bought out instead of rebuilding. If such a program was created (as was done in eastern NC following storms there), there would be federal funding that would come to NC. The program would likely be run by the state, completely voluntary, with no local match required, and Henderson County would be the property owner unless the Town wanted to own such properties for any reason.